



# JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: [jeffersoncountywi.gov](http://jeffersoncountywi.gov)

**"Jefferson County: Responsible government  
advancing quality of life"**

**\*REVISED 02-21-2019**

## MEMORANDUM

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** February 21, 2019

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of February 25, 2019

<b>Monday</b> <b>February 25, 2019</b>	Planning and Zoning Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson
<b>Tuesday</b> <b>February 26, 2019</b>	Highway Committee	8:30 a.m.	Highway Committee Room 1425 S. Wisconsin Dr, Jefferson
	Nutrition Project Council	2:00 p.m.	Workforce Development 874 Collins Rd, Rm 103, Jefferson
<b>Wednesday</b> <b>February 27, 2019</b>	Executive Committee	8:30 a.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 112, Jefferson
	Community Justice Collaborating Council (CJCC)	12:00 p.m.	Jefferson County Courthouse 311 S. Center Ave, Rm 202, Jefferson
<b>Thursday</b> <b>February 28, 2019</b>	Jefferson County Library Service Board	5:00 p.m.	Dwight Foster Library 209 Merchants Ave, Fort Atkinson
	<b>*Community Action Coalition (Agenda Added)</b>	<b>6:00 p.m.</b>	<b>Waukesha State Bank Community Room</b> <b>151 E. St. Paul Ave, Waukesha</b>
<b>Friday</b> <b>March 1, 2019</b>	No Scheduled County Meetings		
<b>Saturday</b> <b>March 2, 2019</b>	No Scheduled County Meetings		
<b>Sunday</b> <b>March 3, 2019</b>	No Scheduled County Meetings		

**AGENDA**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**  
**DECISION MEETING**

*Steve Nass, Chair; George Jaeckel, Vice-Chair; Blane Poulson, Secretary; Matt Foelker, Lloyd Zastrow*

**ROOM 203, COUNTY COURTHOUSE**  
**311 S. CENTER AVE., JEFFERSON, WI 53549**  
**8:30A.M. ON MONDAY, FEBRUARY 25<sup>TH</sup>, 2019**

- 1. Call to Order**
- 2. Roll Call (Establish a Quorum)**
- 3. Certification of Compliance with Open Meetings Law**
- 4. Approval of the Agenda**
- 5. Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision. Members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
- 6. Approval of January 29, February 15 and February 21 Meeting Minutes**
- 7. Communications**
- 8. January Monthly Financial Report for Land Information Office – Andy Erdman**
- 9. January Monthly Financial Report for Register of Deeds – Staci Hoffman**
- 10. February Monthly Financial Report for Zoning – Matt Zangl**
- 11. Discussion on Solar Energy Facilities**
- 12. Discussion on Jefferson County Comprehensive Plan Update**
- 13. Discussion and Possible Action on Petitions Presented in Public Hearing on February 21:**

**R4129A-19 – Tim Otterstatter:** Rezone 4.45 acres of PIN 032-0815-1223-000 (20.386 Ac) **between State Road 16 and East Gate Drive** in the Town of Watertown. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU1971-19 – Tim Otterstatter:** Conditional use for farm/construction equipment sales on PIN 032-0815-1223-000 (20.386 Ac) **between State Road 16 and East Gate Drive** in the Town of Watertown. This is in accordance with Sec.11.04(f)7 of the Jefferson County.

**R4130A-19 – Ross Walton:** Create a 2.7-ac A-2 zone on **County Road D** from part of PIN 004-0515-2732-000 (40 Ac) in the Town of Cold Spring. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU1972-19 – Ross Walton:** Conditional use to allow a personal shop for storage and maintenance of contractor's equipment on **County Road D** in the Town of Cold Spring. The site is on PIN 004-0515-2732-000 (40 Ac). This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**R4131A-19 – Ross Walton:** Rezone 2.7 acres of PIN 004-0515-2733-000 (39.6 Ac) for a lot around the home and buildings at **N510 County Road D**, Town of Cold Spring. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4132A-19 – Ross Walton:** Create a 6-acre building site off of **Vannoy Drive** from part of PIN 004-0515-2732-000 (40 Ac) in the Town of Cold Spring. This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4133A-19 – Concord Wisconsin Properties LLC:** Create a 1.7-ac building site on **Concord Center Dr** in the Town of Concord from PIN 006-0716-1334-005 (15 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4134A-19 – Standard Process:** Rezone 4 acres around the home and buildings at **N1974 Koch Rd** in the Town of Palmyra from PIN 024-0516-0723-000 (37.76 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4135A-19 – Larry Rasmussen:** Create a 1.41-acre lot around the home at **N7399 Jungle Ln** in the Town of Waterloo from part of PINs 030-0813-3144-001 (34.711 Ac) and 030-0813-3233-000 (36.2 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4136A-19 – Daniel Weidner/Jeanette V Weidner Trust Property:** Rezone to create a 2.58-acre lot around the buildings at **N4642 Highland Dr** in the Town of Sullivan from PIN 026-0616-0132-000 (40 Ac) and a 3.05-acre new building site to the south from part of PIN 026-0616-0133-000 (37.555 Ac). This is in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance.

**R4137A-19 – Daniel Weidner/Jeanette V Weidner Trust Property:** Create a 16.33-acre Natural Resource zone from part of PIN 026-0616-0133-000 (37.555 Ac) along **Highland Dr** in the Town of Sullivan. This is in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance.

**R4138A-19 – Jason Schultz:** Rezone PIN 014-0614-2833-002 (2.149 Ac) on **Hoard Road** in the Town of Jefferson. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU1973 -19 – Jason Schultz:** Allow rural business parking on PIN 014-0614-2833-002 (2.149 Ac) on **Hoard Road** in the Town of Jefferson in a proposed A-2 zone. This is in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance.

**CU1974-19 – Ammat LLC:** Allow an event center in an existing Business zone at **N7755 State Road 89**. The site is in the Town of Waterloo on PIN 030-0813-2634-002 (6.007 Ac). This is in accordance with Sec. 11.04(f)3 of the Jefferson County Zoning Ordinance.

**CU1975-19 – Chad Fredrick:** Allow an extensive on-site storage structure of up to 1,400 square feet, 16 feet in height at **W3091 County Rd CW**. The site is in a Residential R-2 zone in the Town of Watertown on PIN 032-0815-0212-009 (0.850 Ac). This is in accordance with Sec. 11.04(f)2 of the Jefferson County Zoning Ordinance.

#### **14. Possible Future Agenda Items**

#### **15. Upcoming Meeting Dates**

March 8, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203  
March 15, 7:00 p.m. – Public Hearing in Courthouse Room 205  
March 25, 8:30 a.m. – Decision Meeting in Courthouse Room 203  
April 12, 8:00 a.m. – Site Inspections Beginning in Courthouse Room 203  
April 18, 7:00 p.m. – Public Hearing in Courthouse Room 205  
April 29, 8:30 a.m. – Decision Meeting in Courthouse Room 203

#### **16. Adjourn**

**If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).**

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator at 920-674-7101 at least 24 hours prior to the meeting so that appropriate arrangements can be made.

*A digital recording of the meeting will be available in the Zoning Department upon request.*



## Agenda

# Jefferson County Highway Committee Meeting

Tuesday, February 26, 2019

8:30 A.M.

Committee Room  
1425 Wisconsin Drive  
Jefferson, Wisconsin 53549

**Committee Members:** Walt Christensen – Chair, John Kannard- Vice Chair,  
Dick Schultz – Secretary, Michael Wineke, Lloyd  
Zastrow,

**Highway Commissioner:** William T. Kern

### AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approve minutes from January 29, 2018 Highway Committee meeting
7. Communications
8. Old Business
  - a. None
9. New Business
  - a. Discussion and possible action to Convey STH 26 Right-of-Way to the State of Wisconsin Department of Transportation
  - b. Discuss monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date (March 26, 2019 – 8:30 a.m.)
13. Adjourn

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made

**Nutrition Project Council Agenda**  
**Jefferson County**  
Workforce Development Center  
874 Collins Road, Room 103  
Jefferson, WI

Date: February 26th, 2019

Time: 2:00 p.m.

**Committee Members:** Carol Ellingson, Janet Gerbig, Barb Natrop, Carol O'Neil, Audrey Postel, Carol Battenberg, Barbara Schmitt and Nancy Boos.

1. Call to order
2. Roll call (establish of a quorum)
3. Certification of compliance with Open Meetings Law
4. Approval of the agenda
5. Approval of Minutes
6. Communication
7. Public Comment (Members who wish to address the committee on specific agenda items must register their request at this time)
8. Cooking for 1 or 2 sessions
9. Governance; council roles
10. Review of Policies
11. Review 2019 State Meal Pattern and Nutrition Standards
12. Review Snow Emergency Plan
13. Roundtable Discussion
14. Adjourn

Future Meeting dates: April 30<sup>th</sup>, 2019

July 30<sup>th</sup>, 2019

October 29<sup>th</sup>, 2019

Following the meeting: 3 pm HIPAA and Civil Rights

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

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# **AGENDA**

## **Executive Committee**

**Jefferson County Courthouse  
311 S. Center Avenue, Room 112  
Jefferson, WI 53549**

Wednesday, February 27, 2019 8:30 a.m.

## **Committee Members**

Amy Rinard, Chair; Jim Braugher, vice-chair; Steve Nass, secretary; Jim Mode; Jim Schroeder

1. Call to Order
2. Roll Call
3. Certification of Compliance with Open Meetings Law
4. Review of Agenda
5. Public Comment (Members of the public who wish to address the committee on specific agenda items must register at this time)
6. Approval of committee meeting minutes
7. Approval of county board minutes
8. Communications
9. Discussion and updates on Strategic Plan
10. Discussion and possible action on Broadband Committee Task Force
11. Discussion and possible action on creating a committee to review the number, size and responsibilities of County Board Committees, Boards, Commissions and Other Bodies
12. Financial reports (January)
  - Clerk of Courts
  - Corporation Counsel
  - County Administrator
  - County Board
  - County Clerk
13. County Administrator's monthly report
14. Discussion and possible action on tentative future meeting schedule and agenda items.
15. Adjourn

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

## Committee Members

*William F. Hue*  
Circuit Court Judge

*Dwayne Morris*  
County Board Supervisor

*Susan Happ*  
District Attorney

*Paul Milbrath*  
Sheriff

*Cindy Hamre Incha*  
Clerk of Circuit Court

*John David*  
Mayor – City of Watertown

*Jeffrey De La Rosa*  
Public Defender's Office

*Brian Dykstra*  
Department of Corrections

*Ben Wehmeier*  
County Administrator

*Kathi Cauley*  
Human Services Director

*J. Blair Ward*  
Corporation Counsel

*Lynn Forseth*  
Literacy Council Executive Director

*Dale Lutz*  
Chiefs & Sheriff Assn. Representative

*Barbara LeDuc*  
President/CEO-Opportunities, Inc.

*Michael Wallace*  
President/CEO-Fort Healthcare

*Gail Scott*  
Health Department Director

*Kendall Wick*  
Child Support Agency Representative

## AGENDA

### JEFFERSON COUNTY COMMUNITY JUSTICE COLLABORATING COUNCIL (CJCC)

Jefferson County Courthouse – **Room #202**  
311 S. Center Avenue  
Jefferson, WI 53549

**Wednesday, February 27<sup>th</sup>, 2019 at 12:00 noon**

1. Call to order.
2. Roll call.
3. Certification of compliance with the open meetings law.
4. Review and approve minutes from January 23, 2019 meeting.
5. Public comment. (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
6. Report from CJCC/Treatment Coordinator (Holler).
7. Update on Jefferson County Alcohol Treatment Court (JCATC) & Jefferson County Drug Treatment Court (JCDTC) outcomes. (Kristy Gusse)
8. Update on Secure Continuous Remote Alcohol Monitor (SCRAM) and Remote Breath. (Kristy Gusse)
9. Update on Recidivism Council. (Forseth)
10. Update on monthly jail data. (JESO)
11. Update on Opioid Litigation.
12. Presentation on MyStrength wellness program. (Cauley)
13. Presentation on the Jefferson County Drug Free Coalition (Emi Reiner).
14. Future meeting dates:

March 27, 2019	12:00 noon
April 24, 2019	12:00 noon
15. Future agenda items.
16. Adjourn.

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

# Jefferson County Library Service

% Dwight Foster Public Library  
Mailing Address: 209 Merchants Avenue  
Fort Atkinson, WI 53538

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## Jefferson County Library Board Meeting

Meeting Location:  
Dwight Foster Public Library  
209 Merchants Avenue  
Fort Atkinson, WI 53538  
**Thursday, February 28, 2019**  
**5:00 p.m.**

## Agenda

1. Call to Order and Introductions
2. Approval of Minutes of November 28th, 2018 Meeting
3. Comments from the Public
4. Correspondence
5. Administrator's Report – Eric Robinson
6. Report from Library System Representative
7. Report from Library System Director – Connie Meyer
8. New Business
  - a. Welcome for new board member
  - b. Selection of 2019 County Resource Library – **Action**
  - c. Election of Officers for 2019 – **Action**
  - d. Consideration of 2018 Jefferson County Library Service Annual Report – **Action**
  - e. Discussion of capital/technology needs in the future for potential funding
9. Reports from County Libraries
10. Future Meeting Dates
11. Other
12. Adjournment





**Community Action Coalition for South Central Wisconsin, Inc.**

**Board Meeting Agenda**

**February 28, 2019**

**Waukesha State Bank Community Room**

151 E. St. Paul Avenue

Waukesha, WI 53188

6:00 pm – 8:00 pm

*Please note: a light meal will be provided at 5:30 pm*

1. Call to Order
2. Roll Call and Determination of Quorum
3. Consent Agenda
  - A. Approval of Agenda (*Action Needed*)
  - B. Approval of Minutes from the Board Meeting of December 13, 2018
4. Finance Committee Report (Jennifer Andrews)  
Approval of November/ December Financial Reports (*Action Needed*)
5. Fundraising Committee Report (Samantha Wendt)
6. Personnel Committee Report (Kirk Lund)
7. Plans, Programs and Development Committee Report (David Ahrens)
8. Executive Director's Report
  - A. Housing Application for Permanent Supportive Housing
  - B. Update on Watertown Building
  - C. Community Needs Assessment
9. President's Report
10. Next Meeting Dates
  - A. Thursday, April 25, 2018, Dane County
  - B. Thursday, May 23, 2018 (*Annual Meeting*) Dane County
  - C. Thursday June 27, Jefferson County
11. Adjournment

Please notify Mari Ulatowski if you are unable to attend. She may be reached at 608-246-4730 ext. 203, by email at [mariu@cacscw.org](mailto:mariu@cacscw.org) or by text at 608-332-3253. If you need an interpreter or other special accommodation, please let Mari know at least three business days before the meeting.